

New Preapproval Procedures

TCEQ Occupational Licensing Stakeholder Meeting
June 27, 2016 9:30 – 10:30

Agenda


- Overview
- Online Registration Preview
- Training School Registration
- Communicating Approval Status
- Conditional Approval
- Steps for Conditional Approval
- Implementation/Transition Timeline
- Known Implementation Concerns
- Next Step
- Questions & Comments?

Overview

The Occupational Licensing Section is proposing to implement changes to the current procedures on how to obtain a license.

The goal of the new procedures will be to eventually require all license applications to be reviewed and approved prior to an individual taking an exam. Eventually, all license applications will be required to be completed online.

Online Registration Preview

 TEXAS COMMISSION
ON ENVIRONMENTAL QUALITY

Questions or Comments >>

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Occupational Licensing Web Application

Type of LicensePersonal InformationContact InformationQualificationsSupporting DocumentsFeesAffidavit

- Type of License
- Personal Information
- Contact Information
- Qualifications
- Supporting Documentation
- Fees (ePay and enter Voucher Number)
- Affidavit

Training School Registration

Current Procedures

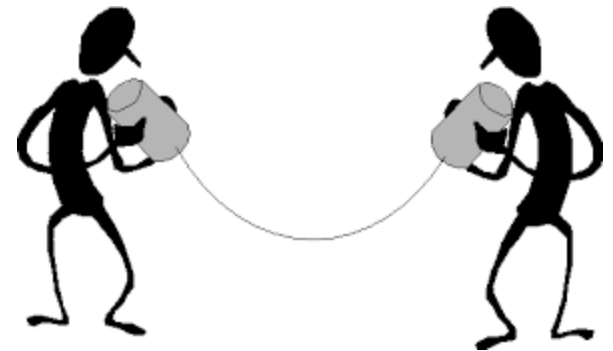
- Applicant completes the required training.
- Applicant completes a license application at the training school at the time they take an exam.
- Application is reviewed by TCEQ staff and exam is scored.
- Applicant receives a license or deficiency letter.

New Procedures

- If a student wants to take an exam after attending a school or course, they must submit an online application and fee at least 45 days prior to the anticipated exam date.
- TCEQ reviews the online application, sends an approval, conditional approval or deficiency letter.

Communicating Approval Status

- Communication between training Schools/Providers and TCEQ regarding approval status of applicants to sit for exams is vital.



Conditional Approval

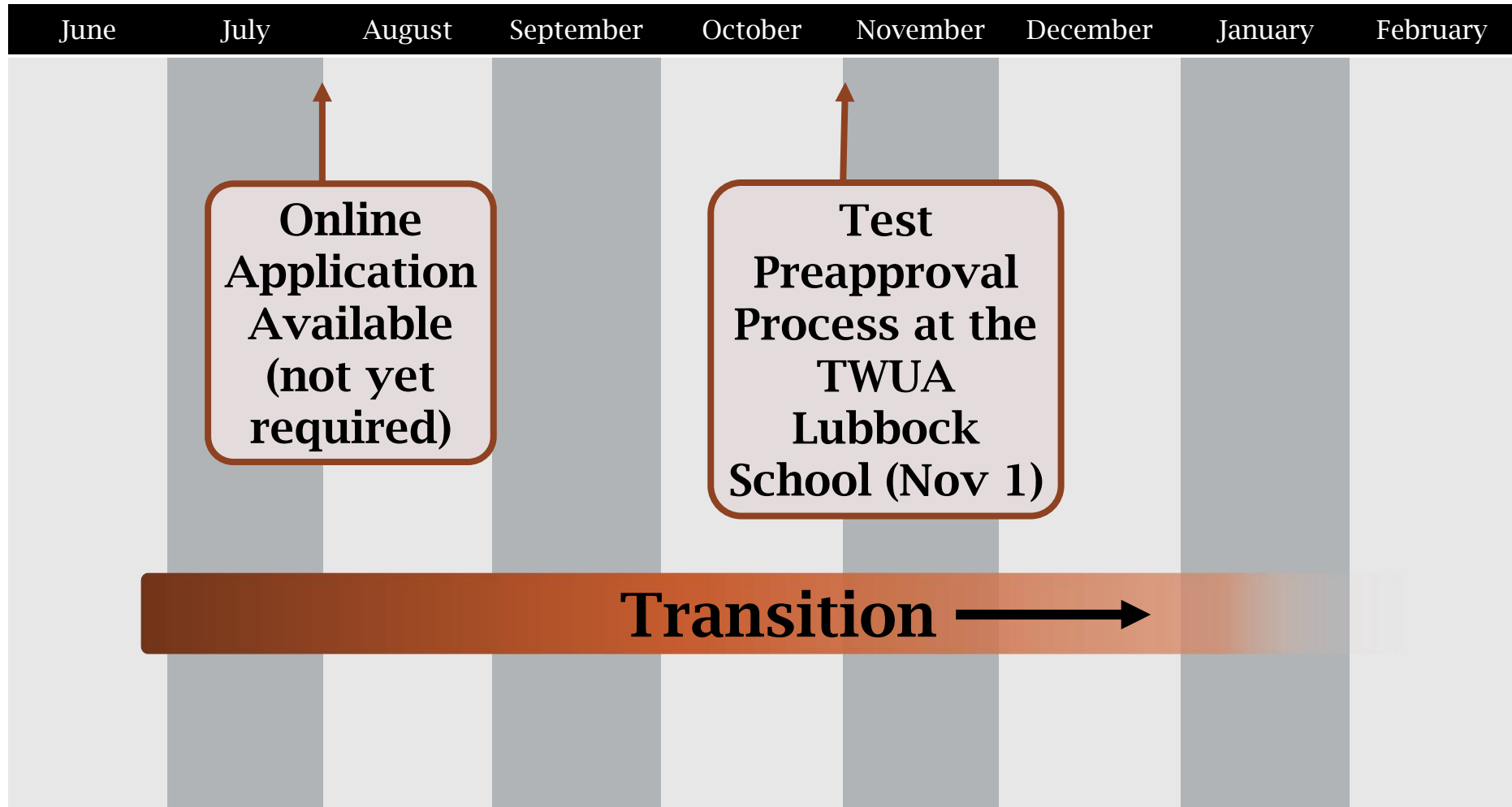
- If a student is missing a course to get a license, they will be issued a conditional approval to take an exam at a specific location.
- They must bring this letter along with proof they have completed the course (certificate or verified roster).

Steps for Conditional Approval

1. Applicant understands the license requirements and meet them all with the exception of *one* course.
2. Applicant registers at a school (TWUA, TOWA, TEEX, TWQA, ...) to take the course prior to TCEQ eApplication.
3. Applicant submits an online license application with TCEQ (at least 45 days in advance) along with the course registration at a school.
4. Applicant receives a conditional approval letter.

What can trainers do to help?

Implementation/Transition Timeline



Known Implementation Concerns

- Computer Access
- Multiple Person Registration
- Non-refundable/Non-transferable Application fee
- Would new process shorten timeframe for retesting?
- Retesting at Regional Schools
- Uploading of Supplemental Forms
- Ability to store/save eApplication data
- No paper check through ePay

Next Steps

- Discuss the possibility of another meeting.
- Other public outreach efforts by training providers
 - Help disseminate through training schools
 - Communicate with cities and small municipalities

Questions & Comments?



Contact Information

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